



Washington City Council
Workshop Meeting Agenda
February 28, 2024

PUBLIC NOTICE is hereby given that the Washington City Council will hold a Public Electronic Workshop Meeting on **February 28, 2024 at 4:00 P.M.** hosted at Washington City Hall located at 111 North 100 East, Washington, Utah. The meeting will be broadcast via Youtube Live linked online at <https://washingtoncity.org/meetings>

1. Approval of the Agenda.
2. Washington County Transportation. County Attorney Eric Clarke
3. Power AMI System Project. Power Director Rick Hansen
4. Chapter 5 - Public Parks. Council Member Kurt Ivie
5. Adjournment

POSTED on this 22nd day of February 2024
Tara Pentz, City Recorder

In accordance with the Americans with Disabilities Act, Washington City will make reasonable accommodations to participate in the meeting. Requests for assistance can be made by calling the City Recorder at 656-6308 at least 24 hours in advance of the meeting to be held.

Briefing Document

Description: AMI System Award for the Power System

Presenter: Rick Hansen

Submitted By: Rick Hansen

Recommendation:

Award the new Power AMI System to Aclara for \$1,952,390.54
(Note implementation is estimated to be approximately 2 years)

Background Information:

This project will replace the existing Itron “drive by” meter reading system with a new Advanced Metering Infrastructure (AMI) system. Over the course of the project all existing meters will be replaced with new AMI meters. Some of the main benefits to the new AMI system include but are not limited to:

- Allow for the implementation of new rate structures such as time of use (TOU), pre-pay, residential demand and other options as needed
- Fixed base meter reading (does not require drive by to get readings)
- Customer E-Portal which will allow customers to monitor their usage on an ongoing basis not just once a month with their bill. Encourages conservation and efficient use of their power consumption.
- The vast majority of the meters will have built-in disconnects so the meters can be remotely shut off for non-payment, or to turn the service on & off when someone moves in or out.
- Remote read & rolls when an account changes hands
- Data collection to help with system analysis and planning
- Assist in outage notifications & tracking

Four vendors responded to the AMI RFP. All vendors offer good systems, each with their own pros & cons. Written proposals were provided as well as onsite presentations were made by each vendor. Representatives from the power department, power board and the utilities office participated in the presentations. The RFP was not just based on pricing. Several weighted criteria were used to evaluate the overall proposals. The included documents are a summary of results of the evaluation process.

Each vendor also offered installation services (change out of the existing meters) as indicated in the supporting documents. Aclara's installation services costs were \$240,666. This would be in addition to the amount shown above if it is selected by the City.

After discussing installation options with our crew and other City staff we would recommend that the installation or the changing out of the meters be done in house to the extent possible. This will allow crew members to visit each meter site and also inspect for other issues that may exist on the service or the City's system. It will also allow for the speed of the conversion to be done to match existing manpower, for not only the field work but the data input into the billing system. A hybrid approach may also be used with some of the installation being completed by the outside third party and some completed with in-house crews.

It is anticipated that the conversion of all meters will take approximately two years to complete.

Based on the results of the evaluation process Aclara is the recommended supplier of the new AMI system as noted above.

Fiscal Impact:

Capital Project Budget - \$1,952,390.54 (Anticipated to be over a 2 budget year period, approximately \$1M/year)

Impacted Fund: Electric

WASHINGTON CITY				1-16-24
AMI RFP SUMMARY			11,515 Meters	
January 2024				
Category Description	Aclara	Eaton	Honeywell/ WESCO	Tantalus
HARDWARE				
Collector Pricing	47,498.40	69,227.60	66,357.69	121,949.20
Meters	1,693,438.23	2,300,351.04	1,552,497.56	1,939,210.00
Shipping	0.00	0.00	0.00	5,000.00
TOTAL Hardware	1,740,936.63	2,369,578.64	1,618,855.25	2,066,159.20
SOFTWARE				
AMI Software	32,357.15	30,000.00	153,604.32	99,090.00
E-Portal	18,768.55	Inc.	128,957.97	24,181.50
TOTAL Software	51,125.70	30,000.00	282,562.30	123,271.50
PROFESSIONAL SERVICES				
AMI System Setup	111,134.00	43,750.00	116,450.69	76,950.00
E-Portal Setup	31,462.21	13,500.00	Inc	16,581.50
Maintenance & Data Plan	3,732.00	46,706.00	Inc	Inc
Training	14,000.00	61,200.00	9,091.00	10,380.00
TOTAL Professinal Services	160,328.21	165,156.00	125,541.69	103,911.50
TOTAL AMI SYSTEM COSTS	1,952,390.54	2,564,734.64	2,026,959.24	2,293,342.20
OPTIONAL INSTALLATION SERVICES				
Meter Changeout Installation	240,665.85	309,358.35	326,045.26	413,437.00
TOTAL AMI System & Instatllation	2,193,056.39	2,874,092.99	2,353,004.50	2,706,779.20
ANNUAL FEES				
Software Maintenance				
AMI System	36,089.15	32,206.00	43,543.32	43,690.00
E-Portal	18,768.55	14,500.00	27,863.50	24,181.50
TOTAL Annual Fees	54,857.70	46,706.00	71,406.82	67,871.50

WASHINGTON CITY				1-16-24
AMI RFP SUMMARY			11,515	Meters
January 2024				
Category Description	Aclara	Eaton	Honeywell/ WESCO	Tantalus
Expected 10 year Total Costs	2,446,109.84	2,985,088.64	2,669,620.61	2,904,185.70
Expected 10 year Total Costs w/Install	2,686,775.69	3,294,446.99	2,995,665.87	3,317,622.70
NOTES				
AMI Software Cloud Based	Yes	Yes	Yes	Yes
Communications Type	450 Mhz Pt to Pt	900 MHz Mesh	900 MHz Mesh	900 MHz Mesh
Available Remote Disconnect Meters	CL200 & CL320 Remote Disconnect 1 Ph 2S & 12S Meters Future 3 PH RD meters planned.	CL200 Remote Disconnect 2S & 12S Meters in quote	CL200 Remote Disconnect 1S, 2S & 12S Meters Class 320 in planning	CL200 Remote Disconnect 1S, 2S & 12S Meters
E-Portal Vendor	VerTex One	Accellerated Innovations	Accellerated Innovations	Utility Hawk
Meter Manufacturer(s)	Aclara (a Hubbell Co. - old GE meter line)	Itron 1 Ph & Honeywell 3Ph	Honeywell	Itron
Data Retention Period	24 Mths	36 Mths	13 Mths	14 Mths
Meter Lead Times	20 wks	16 wks	48-52 wks	16-24 wks
Other				Can read existing Itron ERT meters

WASHINGTON CITY				
AMI Evaluation Summary				1-16-24
	ACLARA	EATON	HONEYWELL/ WESCO	TANTALUS
	Score	Score	Score	Score
Reviewer #1	4.203	3.273	3.120	2.965
Reviewer #2	4.425	3.250	3.135	3.355
Reviewer #3	3.655	2.925	2.795	2.775
Reviewer #4	4.455	3.320	3.185	3.523
Reviewer #5	4.220	2.908	3.465	2.903
Overall Average Score	4.192	3.135	3.140	3.104

ACLARA				Reviewer #1		Reviewer #2		Reviewer #3		Reviewer #4		Reviewer #5	
Criteria	Sub-Criteria	Sub Criteria Weight	Criteria Weight	Applicant Score		Applicant Score		Applicant Score		Applicant Score		Applicant Score	
Price	Base Proposal Price	100.00%	20.00%	5	1.000	5	1.000	4	0.800	5	1.000	5	1.000
Qualifications & Expertise	Leadership	20.00%	10.00%	3	0.060	4	0.080	5	0.100	4	0.080	4	0.080
	Financial Stability	30.00%	10.00%	5	0.150	5	0.150	4	0.120	4	0.120	5	0.150
	Similar Project Experience	25.00%	10.00%	5	0.125	4	0.100	4	0.100	5	0.125	5	0.125
	Project Team Experience	15.00%	10.00%	4	0.060	4	0.060	3	0.045	4	0.060	5	0.075
	Customer Service/Existing Customers	10.00%	10.00%	4	0.040	4	0.040	4	0.040	5	0.050	4	0.040
	Total Qualifications & Expertise	100.00%											
References	Correct number of Relevant References	40.00%	5.00%	4	0.080	4	0.080	3	0.060	4	0.080	4	0.080
	Quality and Responsiveness to the Utility	50.00%	5.00%	4	0.100	4	0.100	4	0.100	5	0.125	5	0.125
	Successful Past Deployments	10.00%	5.00%	4	0.020	4	0.020	3	0.015	4	0.020	2	0.010
	Total For References	100.00%											
Response to Requirements	Project Management	10.00%	65.00%	4	0.260	4	0.260	3	0.195	5	0.325	5	0.325
	Meter Capabilities	15.00%	65.00%	4	0.390	4	0.390	3	0.293	4	0.390	5	0.488
	GIS & OMS Integration	15.00%	65.00%	3	0.293	4	0.390	4	0.390	4	0.390	3	0.293
	Billing Software Integration	10.00%	65.00%	4	0.260	4	0.260	3	0.195	4	0.260	3	0.195
	AMI Telecommunication Network	10.00%	65.00%	4	0.260	4	0.260	4	0.260	5	0.325	5	0.325
	Customer E-Portal	20.00%	65.00%	5	0.650	5	0.650	4	0.520	4	0.520	3	0.390
	System Integration	5.00%	65.00%	4	0.130	4	0.130	4	0.130	5	0.163	3	0.098
	Security and Server Requirements	5.00%	65.00%	3	0.098	5	0.163	3	0.098	4	0.130	5	0.163
	Training & Testing	5.00%	65.00%	3	0.098	5	0.163	3	0.098	5	0.163	5	0.163
	Service Level Agreements	5.00%	65.00%	4	0.130	4	0.130	3	0.098	4	0.130	3	0.098
	Total Response to Requirements	100.00%											
			Applicant Score		4.203		4.425		3.655		4.455		4.220
					Out of 5.0		Out of 5.0		Out of 5.0		Out of 5.0		Out of 5.0

EATON				Reviewer #1		Reviewer #2		Reviewer #3		Reviewer #4		Reviewer #5	
Criteria	Sub-Criteria	Sub Criteria Weight	Criteria Weight	Applicant Score		Applicant Score		Applicant Score		Applicant Score		Applicant Score	
Price	Base Proposal Price	100.00%	20.00%	2	0.400	2	0.400	1	0.200	2	0.400	2	0.400
Qualifications & Expertise	Leadership	20.00%	10.00%	3	0.060	4	0.080	4	0.080	4	0.080	4	0.080
	Financial Stability	30.00%	10.00%	5	0.150	4	0.120	4	0.120	5	0.150	4	0.120
	Similar Project Experience	25.00%	10.00%	4	0.100	4	0.100	3	0.075	4	0.100	5	0.125
	Project Team Experience	15.00%	10.00%	4	0.060	4	0.060	4	0.060	5	0.075	4	0.060
	Customer Service/Existing Customers	10.00%	10.00%	4	0.040	4	0.040	3	0.030	4	0.040	3	0.030
	Total Qualifications & Expertise	100.00%											
References	Correct number of Relevant References	40.00%	5.00%	3	0.060	4	0.080	3	0.060	4	0.080	3	0.060
	Quality and Responsiveness to the Utility	50.00%	5.00%	3	0.075	3	0.075	3	0.075	4	0.100	4	0.100
	Successful Past Deployments	10.00%	5.00%	4	0.020	4	0.020	3	0.015	4	0.020	3	0.015
	Total For References	100.00%											
Response to Requirements	Project Management	10.00%	65.00%	3	0.195	5	0.325	4	0.260	3	0.195	4	0.260
	Meter Capabilities	15.00%	65.00%	4	0.390	3	0.293	3	0.293	4	0.390	2	0.195
	GIS & OMS Integration	15.00%	65.00%	4	0.390	4	0.390	3	0.293	3	0.293	3	0.293
	Billing Software Integration	10.00%	65.00%	3	0.195	3	0.195	4	0.260	3	0.195	3	0.195
	AMI Telecommunication Network	10.00%	65.00%	4	0.260	3	0.195	4	0.260	4	0.260	3	0.195
	Customer E-Portal	20.00%	65.00%	4	0.520	3	0.390	3	0.390	3	0.390	3	0.390
	System Integration	5.00%	65.00%	4	0.130	4	0.130	3	0.098	4	0.130	3	0.098
	Security and Server Requirements	5.00%	65.00%	3	0.098	3	0.098	4	0.130	5	0.163	3	0.098
	Training & Testing	5.00%	65.00%	4	0.130	4	0.130	4	0.130	4	0.130	3	0.098
	Service Level Agreements	5.00%	65.00%	0	0.000	4	0.130	3	0.098	4	0.130	3	0.098
	Total Response to Requirements	100.00%											
			Applicant Score		3.273		3.250		2.925		3.320		2.908
					Out of 5.0		Out of 5.0		Out of 5.0		Out of 5.0		Out of 5.0

HONEYWELL/WESCO				Reviewer #1		Reviewer #2		Reviewer #3		Reviewer #4		Reviewer #5	
Criteria	Sub-Criteria	Sub Criteria Weight	Criteria Weight	Applicant Score		Applicant Score		Applicant Score		Applicant Score		Applicant Score	
Price	Base Proposal Price	100.00%	20.00%	4	0.800	4	0.800	4	0.800	4	0.800	4	0.800
Qualifications & Expertise	Leadership	20.00%	10.00%	4	0.080	2	0.040	3	0.060	2	0.040	4	0.080
	Financial Stability	30.00%	10.00%	3	0.090	4	0.120	2	0.060	4	0.120	4	0.120
	Similar Project Experience	25.00%	10.00%	2	0.050	3	0.075	2	0.050	2	0.050	5	0.125
	Project Team Experience	15.00%	10.00%	3	0.045	2	0.030	3	0.045	3	0.045	4	0.060
	Customer Service/Existing Customers	10.00%	10.00%	2	0.020	2	0.020	3	0.030	3	0.030	2	0.020
	Total Qualifications & Expertise	100.00%											
References	Correct number of Relevant References	40.00%	5.00%	3	0.060	2	0.040	3	0.060	3	0.060	3	0.060
	Quality and Responsiveness to the Utility	50.00%	5.00%	3	0.075	2	0.050	2	0.050	3	0.075	4	0.100
	Successful Past Deployments	10.00%	5.00%	3	0.015	2	0.010	3	0.015	3	0.015	4	0.020
	Total For References	100.00%											
Response to Requirements	Project Management	10.00%	65.00%	3	0.195	3	0.195	2	0.130	3	0.195	4	0.260
	Meter Capabilities	15.00%	65.00%	3	0.293	4	0.390	3	0.293	4	0.390	4	0.390
	GIS & OMS Integration	15.00%	65.00%	2	0.195	3	0.293	3	0.293	3	0.293	3	0.293
	Billing Software Integration	10.00%	65.00%	2	0.130	3	0.195	2	0.130	3	0.195	3	0.195
	AMI Telecommunication Network	10.00%	65.00%	2	0.130	3	0.195	2	0.130	2	0.130	3	0.195
	Customer E-Portal	20.00%	65.00%	5	0.650	3	0.390	2	0.260	3	0.390	3	0.390
	System Integration	5.00%	65.00%	3	0.098	2	0.065	3	0.098	3	0.098	2	0.065
	Security and Server Requirements	5.00%	65.00%	3	0.098	4	0.130	4	0.130	3	0.098	4	0.130
	Training & Testing	5.00%	65.00%	3	0.098	2	0.065	3	0.098	3	0.098	3	0.098
	Service Level Agreements	5.00%	65.00%	0	0.000	1	0.033	2	0.065	2	0.065	2	0.065
	Total Response to Requirements	100.00%											
			Applicant Score		3.120		3.135		2.795		3.185		3.465
					Out of 5.0		Out of 5.0		Out of 5.0		Out of 5.0		Out of 5.0

TANTALUS				Reviewer #1		Reviewer #2		Reviewer #3		Reviewer #4		Reviewer #5	
Criteria	Sub-Criteria	Sub Criteria Weight	Criteria Weight	Applicant Score		Applicant Score		Applicant Score		Applicant Score		Applicant Score	
Price	Base Proposal Price	100.00%	20.00%	3	0.600	3	0.600	2	0.400	3	0.600	3	0.600
Qualifications & Expertise	Leadership	20.00%	10.00%	4	0.080	4	0.080	3	0.060	3	0.060	3	0.060
	Financial Stability	30.00%	10.00%	3	0.090	3	0.090	2	0.060	3	0.090	2	0.060
	Similar Project Experience	25.00%	10.00%	3	0.075	4	0.100	3	0.075	4	0.100	3	0.075
	Project Team Experience	15.00%	10.00%	4	0.060	4	0.060	4	0.060	4	0.060	3	0.045
	Customer Service/Existing Customers	10.00%	10.00%	2	0.020	4	0.040	2	0.020	4	0.040	2	0.020
	Total Qualifications & Expertise	100.00%											
References	Correct number of Relevant References	40.00%	5.00%	2	0.040	3	0.060	3	0.060	4	0.080	3	0.060
	Quality and Responsiveness to the Utility	50.00%	5.00%	2	0.050	4	0.100	3	0.075	4	0.100	2	0.050
	Successful Past Deployments	10.00%	5.00%	0	0.000	3	0.015	3	0.015	4	0.020	3	0.015
	Total For References	100.00%											
Response to Requirements	Project Management	10.00%	65.00%	3	0.195	4	0.260	2	0.130	4	0.260	2	0.130
	Meter Capabilities	15.00%	65.00%	3	0.293	4	0.390	4	0.390	4	0.390	4	0.390
	GIS & OMS Integration	15.00%	65.00%	4	0.390	3	0.293	3	0.293	3	0.293	3	0.293
	Billing Software Integration	10.00%	65.00%	3	0.195	3	0.195	2	0.130	3	0.195	3	0.195
	AMI Telecommunication Network	10.00%	65.00%	2	0.130	3	0.195	3	0.195	3	0.195	2	0.130
	Customer E-Portal	20.00%	65.00%	3	0.390	3	0.390	3	0.390	4	0.520	3	0.390
	System Integration	5.00%	65.00%	3	0.098	4	0.130	4	0.130	4	0.130	3	0.098
	Security and Server Requirements	5.00%	65.00%	3	0.098	3	0.098	3	0.098	4	0.130	3	0.098
	Training & Testing	5.00%	65.00%	3	0.098	4	0.130	3	0.098	4	0.130	3	0.098
	Service Level Agreements	5.00%	65.00%	2	0.065	4	0.130	3	0.098	4	0.130	3	0.098
	Total Response to Requirements	100.00%											
			Applicant Score		2.965		3.355		2.775		3.523		2.903
					Out of 5.0		Out of 5.0		Out of 5.0		Out of 5.0		Out of 5.0

Briefing Document

Description: Chapter 5 - Public Parks - Proposed Code Changes

Presenter: Councilman Ivie / Jeremy Redd

Submitted By: Councilman Ivie / Jeremy Redd

Recommendation: Review by the City Council for possible adoption of code changes

Background Information:

- Animal Control - Currently dogs are not allowed in parks in Washington City. The proposed change would allow dogs or cats if they are on a leash no more than 6' long under the control of a person. The person in control of the animal is responsible for the removal of the animal's waste.
- The current code requires "written permission" for various activities. Changes throughout the section clarify that special event permits are the necessary permission.
- Clarifying the insurance requirements for special events.
- Other minor edits for clarification as marked in "blue".

6-5-1: RULES, REGULATIONS AND REQUIREMENTS:

A. Alcoholic Beverages, Drugs, [Tobacco](#), Or Gambling: The sale, consumption or possession of intoxicating liquors or beverages and dangerous or narcotic drugs, or gambling of any kind, is prohibited in any and all parks and recreation facilities and areas. Notwithstanding the foregoing, the sale, possession or consumption of alcoholic beverages may be permitted at public recreation facilities and areas where permitted by a valid beer and/or alcohol license issued by the city council and state agency.

B. ~~Animal Control: Horses, cattle, livestock and domestic animals of any kind are prohibited in any park. Parks designated by the city as wilderness parks or animal parks are exempted from application of this subsection.~~ [Animal Control: Animals are prohibited in all public parks and public squares except in public parks expressly designated for that purpose or expressly permitted by the city. Dogs or cats are allowed in groomed public parks, public squares, playgrounds, paved and unpaved trails and paths, athletic fields, basketball or tennis courts, pedestrian or bicycle paths, open space, and wilderness areas if the dog or cat is on a leash no more than six feet \(6'\) in length and under the control of a person. Dogs are allowed off-leash in a park designated as a dog park. The person in control of the dog or cat is responsible for the removal of the animal's waste.](#)

C. Athletic Games; Permit Required: Permits for playing league or team organized sports on athletic fields or courts may be secured on a [priority-based system](#). ~~first come, first served basis~~ from Washington City. A valid permit shall be displayed upon request in order to avoid conflicts in the use of facilities. Persons failing to honor a valid permit may be denied future permits to use the facilities.

D. Camping Or Sleeping Overnight: Camping or sleeping overnight in city parks is prohibited without a [special event permit](#) ~~advance written permission~~ from Washington City.

E. Destruction; Dumping: In any park owned or operated by the city, it shall be unlawful to cut, break, move, take or otherwise injure, destroy or deface any trees, shrubs, plants, turf, rock or any building, fence, bridge, sign or other structure, or foul any spring or stream or leave waste items or rubbish of any kind. No person shall dump any earth, rubbish or other substance or material in or upon any park without [written permission](#) from Washington City.

F. Encroachment: No person or persons shall willingly encroach upon lands administered by the leisure services department.

G. Entertainment And Similar Activities: No entertainment, demonstration, exhibition, meeting, concert or tournament, whether public or private, shall be given in any park without having obtained the [proper permit](#) ~~written permission~~ from Washington City.

H. Fireworks And Explosives: No person shall discharge or set off in parks or recreation facilities any firecrackers, rockets, or any other fireworks or explosives without advance written consent of Washington City.

I. Golf And Archery: Practicing, playing or using park areas for golf and archery is prohibited.

J. Group Usage: No commercial group or group of two hundred (200) or more persons shall use a park area without first obtaining [a special event permit](#) ~~written permission~~ from Washington City. Group usage shall be limited to designated areas. Permission shall be obtained no less than forty-five (45~~30~~) days prior to usage. No person shall use loudspeakers, amplifiers or public address systems in a park without [a special event permit](#) ~~written permission~~ from Washington City.

K. Motor Vehicles; Speed Limit: No person shall ride in or drive any motor vehicle which is self-propelled upon any park land except upon the roads. It is prohibited for any person to commit any act, by use or operation of any motor vehicle on any park land, which if committed upon a public highway or street in the state, would be prohibited and unlawful. Speed limits within all parks shall be fifteen (15) miles per hour unless otherwise posted. No one shall test or repair any vehicle or mechanical device in any park. There shall be no parking at any time except in areas designated for such purposes. Abandoned vehicles shall be towed at the owner's expense.

L. Nighttime Use: No persons are permitted in any park during the hours of darkness except in those areas designated for extended use activities, or unless [a special event permit](#) ~~written permission~~ is obtained from Washington City for after-dark programs. The city shall reserve the right to lock any gate, chain any door, offering access to any park, facility or building in order to restrict nighttime usage thereof.

M. Nuisances: It shall be unlawful for any person to use threatening, abusive, insulting or indecent language; to commit any obscene or indecent act; to fight; or to create a public disturbance or nuisance in any park. Any person who loiters in a park under the influence of alcohol or drugs or who otherwise disturbs the peace of park users by begging, soliciting, or engaging in disruptive activities shall be deemed to create a nuisance.

N. Open Fires: No person shall make or kindle any open fire except in fireplaces and grills provided for this purpose or in private portable commercially manufactured grills or grills approved safe by Washington City. Grills provided for public use shall be on a first come, first served basis, unless reserved in advance at a fee through Washington City.

O. Personal Profit Or Financial Gain: No person or group may utilize any park area or facility for personal for the personal profit or financial gain without [a proper permit](#) ~~written permission~~ from Washington City. The sale of anything or the solicitation of funds or donations within any park is forbidden, except upon receiving [proper permitting](#) ~~written permission~~ from Washington City.

P. Skating: Roller Skating, rollerblading and skateboarding within or on the public parks of the city is prohibited. City trails, whether located within park boundaries or elsewhere, are exempted from the prohibition detailed in this subsection.

Q. Signs And Advertising: No person shall, without [a proper permit](#) ~~written permission~~ from Washington City, erect, paint, paste, or otherwise affix or distribute any signs, advertisements or circulars on park property.

R. Swimming: Swimming is prohibited in all parks except in facilities expressly designated for that purpose, such as The Boilers - A Natural Spring and Conservation Garden park, which permits swimming in the swimming hole without a lifeguard. Swimming is permitted only during park hours with lifeguard services provided by Washington City. Authorized lifeguards shall have the authority to enforce all posted swimming pool rules and regulations and shall expel any or all person(s) violating any safety rules. Animals within any swimming areas are prohibited.

S. Temporary Closure: The city manager or his designee may temporarily close or curtail activities upon any lands or waters, or any portions thereof, when it has been deemed to be in the best interest of public safety, conduct, health or order.

T. Trapping Or Injuring Animals: No person shall, in any park, set a trap or snare, or shoot, injure, annoy, disturb or poison any wild animal or bird, or injure or destroy any nest.

U. Weapons: While in a park, no person shall discharge a firearm nor brandish or cause a menacing display of any weapon in a manner that is likely to cause public alarm or risk of personal or public injury.

V. Weddings, Ceremonies, Receptions, Etc.: Permits for weddings, ceremonies, receptions, etc., may be secured from Washington City after the fee is paid in full for use at Nissan Park, Highland Park, and Veteran's Park ~~Sullivan Park~~ only. Permits will be only for specific areas, and the park will remain open to the general public for use during the event.

W. Vendor Sub-License: Should any event or rental licensee provide an opportunity for other sub-licensees to participate in an activity by way of contracting, encouraging, or requesting the participation of sub-licensees who will be conducting business-related activities, [the event or rental licensee shall be responsible for making sure all city, state, and federal regulations are followed. The event or rental licensee must also submit for each sub-licensee a payment which can be found on the Master Fee Schedule.](#) ~~a vendor sub-license application must be submitted for each sub-licensee and a fee of \$5.00 for each shall be submitted with the application and payment of the license for the event or rental. (Ord. 2012-03, 3-14-2012; amd. Ord. 2019-10, 4-24-2019; Ord. 2022-33, 6-8-2022)~~

6-5-2: PENALTY:

Anyone found guilty of violating this chapter shall be fined a sum not to exceed three hundred dollars (\$300.00). ~~(Ord. 2012-03, 3-14-2012)~~

6-5-3: SPECIAL EVENTS:

6-5-3-1: DEFINITIONS:

For the purposes of this chapter, the following words and phrases shall be defined as set forth in this section:

APPLICANT:

The individual event organizer or organization responsible for the event and the payment of fees.

ATHLETIC EVENT:

An organized competitive or recreational event in which a group of people collectively engage in a non-field sport or form of physical exercise, including, but not limited to, running, jogging, walking, bicycling or skating, held on any public or private property.

CITY EVENT:

A special event that is organized and operated by the City, whether directly or by contract with a third party operator.

FILMING EVENT:

Filming of a media broadcast (other than for news purposes), filming of a motion picture, or television broadcast and digital media production.

OUTDOOR SALES EVENT:

An organized event in which a group of people or an organization engages in the sale of product including, but not limited to, displays and exhibitions, farmers' markets, craft fairs, outdoor sales, tent sales, and other similar activities.

SPECIAL EVENT:

A. A temporary event of any of the following or a combination of the following acts with a gathering of more than 200 people, [or advertised for attendance by the general public](#): Any athletic event, entertainment event, parade, carnival, circus, dance, musical event, rodeo event, fighting event, racing event, live shows, fairs, concerts, block parties, filming event, or outdoor sales event, whether held for profit, nonprofit or charitable purposes held on private or public property within the City.

B. Any organized assemblage at any public park, public square or other City property which gathers for a common purpose or event under the direction and control of a person or entity and which uses more services, amusement devices such as stages, inflatable devices or temporary structures, or equipment, whether provided by the City or a third party, than normally provided to groups which reserve park facilities or other City-owned facilities.

C. Large filming events that are professional in nature.

D. Events held at the following are not special events under this chapter:

1. A building that has a business located in it that has a current annual business license as an event business;
2. A building with an assembly group classification under the International Building Code, as adopted by the City, so long as the event does not exceed the posted occupant load as approved by the City and has a current annual business license, if required; and
3. A government owned facility.

E. For purposes of this chapter, City events are not special events, however events sponsored by the City are special events. (~~Ord. 2022-23, 5-11-2022~~)

6-5-3-2: PERMIT REQUIRED:

It is unlawful for any person, corporation, partnership, association or other entity, public or private, to promote, advertise or hold a special event without first obtaining a special event permit. (Ord. 2022-23, 5-11-2022)

6-5-3-3: APPLICATION REQUIREMENTS AND PROCEDURES:

A. Submission: A completed application on City forms shall be submitted to the City at least forty-five (45) calendar days before the event is scheduled to take place, in order to allow sufficient time to process the application and to allow timely appeal to the City Council in the event the application is denied. Applications for new events or recurring events with changes that submit the application less than forty-five (45) calendar days prior to the scheduled event shall not be accepted. Applications are not considered complete until all required information has been submitted to the City.

B. Advertising: No advertising of a special event shall be permitted until City approval of the special event is granted and a special event permit is issued.

C. Inspections: Authorized law enforcement officers, fire control officers, and other government personnel shall be permitted free access to the event to make inspections to ensure compliance with all City, State, and Federal Laws. All government personnel shall comply with the Fourth Amendment of the United States Constitution at all times during an inspection.

D. Security Plan: For large events, to be determined at time of application, the police department requires a security plan to be in place. The information will be required as part of the online application.

6-5-3-4: INSURANCE REQUIREMENT:

A. Users are required to provide a certificate of insurance with a minimum limit of one million dollars (\$1,000,000.00) per person in any one occurrence and two million dollars (\$2,000,000.00) aggregate. Limits for property damage are one million dollars

(\$1,000,000.00) in any one occurrence. Washington City must be named as an additional insured. A copy of this certificate of insurance must be submitted to Washington City.

1. The name and address of the insured.
2. City shall be named as an additional primary insured and noncontributory on the general liability certificate.
3. The location of the operations to which the insurance applies.
4. The number of the policy and the type or types of insurance in force thereunder on the date of the certificate.
5. The expiration date of the policy and the limit or limits of liability thereunder on the date of the certificate.
6. A statement that all coverage is on an occurrence basis rather than a claims basis.
7. Notice of cancellation of policy will be delivered in accordance with policy provisions.
8. Name, address, and telephone number of the insurance company's agent.

~~A. Insurance: The applicant, vendors, exhibitors, and concessionaires of a special event held on City property shall procure and maintain commercial general liability insurance in the amount required by the City to protect the City against loss from liability imposed by law for damages on account of bodily injury or property damage arising from the event. Such insurance shall provide the following and shall be submitted to the City on an insurance certificate which shall include the following:~~

- ~~—1. The name and address of the insured.~~
- ~~—2. City shall be named as an additional primary insured and noncontributory on the general liability certificate.~~
- ~~—3. The location of the operations to which the insurance applies.~~
- ~~—4. The number of the policy and the type or types of insurance in force thereunder on the date of the certificate.~~
- ~~—5. The expiration date of the policy and the limit or limits of liability thereunder on the date of the certificate.~~
- ~~—6. A statement that all coverage is on an occurrence basis rather than a claims basis.~~
- ~~—7. Notice of cancellation of policy will be delivered in accordance with policy provisions.~~

~~—8. Name, address, and telephone number of the insurance company's agent.~~

B. Workers' Compensation Insurance: Applicant shall procure and maintain workers' compensation insurance as required by Utah law.

C. Certificate Of Insurance: No special event permit shall be issued until the applicant has submitted their certificate of insurance to the City as required in this chapter. ~~and all vendors, exhibitors, or concessionaires participating in for the event and submit event~~ submit to the City a certificate of insurance as required in this chapter. (Ord. 2022-23, 5-11-2022)

6-5-3-5: FEES:

Application And Cost Recovery Fees: Along with the application for a special event permit, the applicant shall pay any applicable special event application fees and City cost recovery fees.

A. City Cost Recovery Fees: Extra City services will be provided for special events as determined by the City to be needed to protect the health, safety and welfare of the public and shall be paid by the applicant.

1. City costs include, but are not limited to, police, fire, park maintenance, power, water, road closures, and cleanup of City facilities before, during, or after the event, and other costs to the City directly attributable to the special event.

2. Before City approval is granted to hold the event, the applicant shall pay the deposit and estimated City fees as determined by the City based on the application, the applicant's past event history with the City, and experience with similar events.

B. Invoice: ~~The City may mail or deliver to the permit holder an invoice for the cost of City services provided and any costs incurred by the City in restoring the site. If the amount exceeds the City cost recovery fees paid in advance, the applicant shall pay the unpaid portion of the invoice within thirty (30) days of the date that the invoice was mailed or delivered. If the amount is less than the City cost recovery fees paid prior to issuance of the permit, then the remaining amount shall be returned to the applicant. (Ord. 2022-23, 5-11-2022)~~ **The City will charge for any services incurred by** ~~The City may mail or~~ **be charged the unpaid portion with the card on file.**